



State of California • Arnold Schwarzenegger, Governor  
State and Consumer Services Agency

**DEPARTMENT OF GENERAL SERVICES**  
**Procurement Division**

March 30, 2005

RE: RFP DGS-2053 Addendum #10

TO ALL INTERESTED BIDDERS:

The DGS/TD is reevaluating the current requirements of RFP DGS-2053 and an addendum will be released in the future.

The Key Action Dates in Section 1 have been revised for planning purposes. Revised copies of pages 9, 10, and 11 of Section 1 are attached. Some text that was previously provided on page 10 is now contained on page 11.

Please replace the RFP pages with the pages included in this addendum. When this addendum is posted on the CALNET II RFP home page, the RFP Section 1 will also be updated on the home page with these changes.

Please send any questions to me via e-mail.

Sincerely,

Sally Powers  
DGS, Procurement Division  
Technology Acquisitions  
(916) 375-5974  
(916) 657-9936  
email: [sally.powers@dgs.ca.gov](mailto:sally.powers@dgs.ca.gov)

**KEY ACTION DATES:**

<b><u>ACTION</u></b>	<b><u>DATE/TIME</u></b>
1. Release of RFP	November 8, 2004
2. Last Day to Submit Questions for Clarification at Bidders Conference	November 17, 2004
3. Bidders Conference (see Section 1.6)	December 2, 2004
4. Final Date to Submit Requests to Change the RFP Requirements <sup>1</sup>	January 14, 2005
5. Last day to submit Letter of Intent to Bid, signed Confidentiality and Non-Disclosure Agreement, Financial Responsibility Information, and evidence of CPUC certification to provide services (Pre-qualification Documentation) <sup>2</sup>	January 18, 2005
6. Last day for State to respond to Requests to Change RFP Requirements	January 28, 2005
7. Last Day to Protest the RFP Requirements <sup>1</sup>	February 4, 2005
8. Addendum to Revise RFP	September 1, 2005
9. Last Day to Protest RFP Requirements <sup>1</sup>	September 15, 2005
10. Last day to submit new Letter of Intent to Bid, signed Confidentiality and Non-Disclosure Agreement, and Financial Responsibility Information. (Pre-qualification Documentation). <sup>2</sup> (Not required from bidders that have already provided this information for this RFP.)	September 16, 2005
11. Submission of Conceptual Proposal	October 3, 2005
12. Submission of Proposed Changes to Contract Language	October 3, 2005
13. Confidential Discussions with Individual Bidders regarding Conceptual Proposals	October 31, 2005 – November 14, 2005
14. Last day for State Response to Contract Language Change Requests	November 16, 2005
15. Submission of Detailed Technical Proposals	December 12, 2005
16. Confidential Discussions regarding Detailed Technical Proposals	January 16, 2006 – February 13, 2006
17. Submission of Draft Proposals	March 13, 2006

<sup>1</sup> OR five business days following the last addendum that changes the requirements of the RFP. See Section 2.2.6, Questions Regarding the Solicitation, and Section 2.5.1, Initial Protest.

<sup>2</sup> See Exhibits 1-A, 1-C, 1-D, and RFP Sections 6.2.1.1 and 6.2.1.2

18. Confidential Discussions regarding Draft Proposals	April 10, 2006 – May 8, 2006
19. Submission of <u>Final</u> Proposals (by 5:00 PM) <sup>3</sup>	June 5, 2006
20. Demonstration (if required) <sup>4</sup>	July 3, 2006 – July 17, 2006
21. Public Cost Opening <sup>4</sup>	July 21, 2006
22. Notification of Intent to Award (Subject to 6611 negotiations) <sup>4,5</sup>	August 24, 2006
23. Last Day to Protest Selection <sup>4</sup>	August 31, 2006
24. Contract Award and Execution <sup>4</sup>	September 15, 2006

## 1.6 BIDDERS CONFERENCE

Bidders will be afforded the opportunity to meet with State personnel to discuss the content of the bid and the procurement process. Written questions received prior to the conference will be answered and posted on the CALNET II homepage or answered at the conference without divulging the source of the query. The State may also accept oral questions during the conference and attempt to provide answers during the conference. Oral answers shall not be binding on the State. A sign-in sheet will be provided to document attendance.

Time: 10:00 AM to 12:00 PM  
Date: December 2, 2004  
Place: Dept of General Services  
Ziggurat Auditorium  
707 3<sup>rd</sup> Street  
West, Sacramento, CA 95605

## 1.7 INTENT TO BID

Bidders that want to participate in the RFP steps must submit a notification of intent to bid on this procurement in accordance with the Bidder's Intent to Submit a Proposal contained in this section, to receive additional information. Only those Bidders acknowledging interest in this RFP will receive additional correspondence regarding this procurement.

<sup>3</sup> Bidders are strongly encouraged to review the Bidder's final proposal checklist; Exhibit 1-B, prior to submitting final proposals.

<sup>4</sup> These dates are subject to change dependent upon the length of time necessary for the State to complete the evaluation process (and negotiations if initiated by DGS). Bidders will be notified via e-mail of any changes.

<sup>5</sup> DGS reserves the right, in its sole discretion, to engage in negotiations pursuant to Public Contract Code Section 6611 and the guidelines and procedures adopted in accordance therewith including, but not limited to, Administrative Order 05-01 (issued February 7, 2005) or any amendments or replacements thereto.

The letter should identify the contact person for the solicitation process, plus include a phone and fax number. There is to be only one (1) contact person during the RFP process. Information relating to a Bidder will only be given to the designated contact person.

It shall be the Bidder's responsibility to immediately notify the State Procurement Official, in writing, regarding any revision to the information pertaining to the designated contact person.

The State shall not be responsible for proposal correspondence not received by the Bidder if the Bidder fails to notify the State, in writing, about any change pertaining to the designated contact person.

## **1.8 FINANCIAL RESPONSIBILITY INFORMATION**

### **Financial Statements from Bidder**

The Bidder must provide financial statements giving the State enough information to determine financial stability. See Exhibit I-C, STATEMENT OF EXPERIENCE AND FINANCIAL CONDITION, which may be used for this purpose. These statements may include, but are not limited to:

1. Financial Statement or Annual Report or Form 10K for the last two (2) years;
2. Statement of income and related earnings;
3. Statement of Changes in financial position;
4. Letter from the Bidder's banking institution;
5. Statement from certified public accounting firm.

If information submitted by the Bidder, or available from other sources is insufficient to satisfy the State as to the Bidder's financial responsibility, the State may request additional information from other sources or reject the bid as unsatisfactory to reliably establish contractor responsibility. The State's determination of the Bidder's responsibility, for the purposes of this RFP, shall be final.

**NOTE: Any of the submitted financial information identified by the Bidder as confidential, shall be treated as such by the State and returned upon request after the Bidder's responsibility has been determined.**